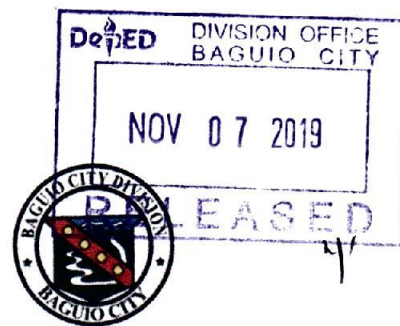




Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY

Military Cut-off, Baguio City
Tel. No.: 442-2923



Division Memorandum

No. 580, s. 2019

November 7, 2019

LITERACY COORDINATING COUNCIL (LCC) COFFEE TABLE BOOK

TO : **ASDS**
CID Chief
ALS Education Program Supervisor
EPS II for ALS (EPSA)
PSDS
District ALS Coordinators
Mobile Teachers
ALS Partners
All others concerned

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1. The Department of Education through the Literacy Coordinating Council (LCC) calls for entries for the LCC Coffee Table Book as part of its advocacy which highlights best practices and success in literacy program implementation initiated by DepEd, LGUs and NGOs.
 2. In this regard, the Division of Baguio City through the Alternative Learning System (ALS) will conduct a division-wide selection of entries. All ALS implementers are encouraged to submit an entry. The top three (3) best stories shall be division entries to the regional level.
 3. The activity aims to:
 - a. contribute to the realization of the goal of universalizing literacy in the Philippines by creating public awareness of and interest in the programs, projects and activities addressing this concern;
 - b. equip the ALS implementers with the proper knowledge and skills in the preparation of coffee table book;

- c. sustain, expand and institutionalize literacy efforts by motivating and recognizing the accomplishments of individuals, institutions and local government units (LGUs) through awards and appropriate recognition;
 - d. encourage the development and replication of innovative, creative and indigenous literacy programs; and
 - e. encourage other teachers to display enthusiasm and passion in teaching with the featured stories.
4. Submission may be any of the following:
 - a. Success story of a learner or a beneficiary of a literacy program of project initiated by DepEd, LGU or NGO
 - b. Success story of a literacy program or project initiated by DepEd, LGU or NGO
 5. Entries shall meet the following requirements:
 - Paper: A4 (8.27" x 11.69")
 - Margin: 1" Left, 0.5" Right, Top and Bottom
 - Language: English or Filipino
 - Font: Century Schoolbook, 11pt
 - Spacing: Double space
 - Maximum of 5 pages (excluding photos)
 - Attach maximum of 10 photos (jpeg)
 - With a title
 - One-page letter of introduction which includes the summary of story; name of learner/beneficiary or project; name of mobile teacher and learning center
 6. Four original hard copies of the entry shall be submitted to ALS Office and soft copy must be emailed to jehan.kheunj13@gmail.com on/before November 21 (Thursday). The judging will be on November 22 (Friday).
 7. Three judges will evaluate the entries using the ff. criteria:

a. Presentation and style	10%
b. Relevance to the theme (success stories on literacy)	15%
c. Over-all Story/Inspiration	25%
d. Impact of the Literacy Intervention	50%
TOTAL	100%
 8. All division entries shall receive a certificate of participation. Winners will be given a certificate of recognition and cash prize:
 - a. 1st Place – Php 2,500.00
 - b. 2nd Place – Php 1,500.00
 - c. 3rd Place – Php 500.00
 9. For information and dissemination.



MARIE CAROLYN B. VERANO, CESO VI
Schools Division Superintendent